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73-0981

Executive Registry

73-4375/1

2 AUG 1973

MEMORANDUM FOR: Deputy Director for Management and Services

**SUBJECT: Fiscal Year 1974 and Fiscal Year 1975
Fund and Position Control Figures**

1. I have approved the attached fund and position control figures for your Directorate for Fiscal Years 1974 and 1975. The 1974 figures constitute funds and staff personnel authorizations for operating purposes. Figures for both years are to be used in preparation of the 1975 budget. Included with the fund and position control figures are contract position ceilings for 1974 and 1975.
2. I realize that some reprogramming within these totals may be required to provide balance. Please notify O/PPB of any significant changes from the approved activities.
3. The dollars shown for 1974 comprise temporary fund authorizations for this fiscal year. This authority is effective from 1 July 1973. Please advise O/PPB of the division of this authority between funds and property requisitioning authority (PRA). Temporary allotments will be issued, based upon the individual offices' responses. All offices should consider these allotments as total funding for 1974. However, should there be a reduction by the Congress in our 1974 appropriation request, a cut-back from the operating plan as approved could become necessary.
4. As you know, staffing patterns for 1974 are due in the Office of Personnel by 20 August. Within the context of the discussion at Friday's Management Committee meeting, try to work out the disposition of your 1975 staff personnel allocation in time for inclusion in the budget to be published in September.

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In addition, you should make every effort to hold to the average grade structure, but point out the reasons for any increases. I do not want to issue the supergrade, SPS or GS-14 and above ceilings until results of the Budget Call exercise are known.

5. During 1974, you are authorized to promote employees to the extent that career service grade authorizations will allow or up to 25 percent of the General Schedule position strength in your FY 74 ceiling, whichever is lower.

W. E. Colby

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Executive Secretary

CIA Management Committee

Attachment
As stated

O/PPB/CABriggs:cm (2 Aug 73)

Distribution:

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